

1 FEB 1983

MEMORANDUM FOR: Executive Officer to the DDA

FROM:



Chief, Real Estate Branch, Real Estate
and Construction Division, OL

STAT

SUBJECT: Real Property Reporting System

John,

1. In reference to the attached letter, it was not received in Logistics until 27 January so we had no representative at the meeting. However, I spoke to Mr. Bob Auster, Project Officer, Real Property Development Team, General Services Administration (GSA) who ran the meeting. We have been instructed that there are significant changes planned in the reporting requirements. Among these is a temporary Federal Property Management Regulation which apparently goes into effect immediately and requires quarterly reporting. Beginning next fiscal year there are 10 or 12 additional items to be reported. The most significant among these is a requirement to report space by assignment, that is, number of personnel occupying the space, amount of space used, etc., rather than by installation.

2. GSA is mailing us a package of materials which resulted from the meeting. We should receive this in a few days. We will be in a better position to determine any impact on us at that time and will keep you so advised.



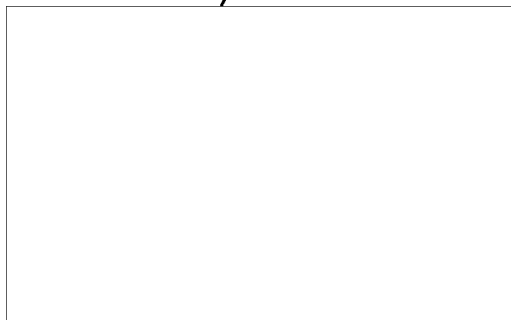
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Att

OL 13089-83

ROUTING AND TRANSMITTAL SLIP		Date
TO: (Name, office symbol, room number, building, Agency/Post)		Initials Date
1. EXO/DDA		<i>me</i> 20/11
2. ADD/L		<i>us</i>
3.		
4. DDA		
5. C/RECD	- a little late.	
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	
REMARKS		

1-4: from action phase.



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DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

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